

**LET'S BECOME TRADING PARTNERS  
ELECTRONIC COMMERCE: DOING BUSINESS  
ELECTRONICALLY  
PREPARED BY THE ASSISTANT COMMISSIONER  
(PROCUREMENT)  
OFFICE OF PROCUREMENT POLICY  
INTERNAL REVENUE SERVICE**

The Internal Revenue Service (IRS) continuously looks for ways to improve its business using Electronic Commerce (EC). Today, the IRS posts solicitations and business opportunities through CBDNet, the IRS Procurement web site, and some through the Federal Acquisition Computer Network (FACNET). You can access the CBDNet at <http://cbdnet.access.gpo.gov>, and the IRS Procurement web site at <http://procurement.irs.gov>. In Fiscal Year 1999, the IRS plans to adopt the use of the General Services Administration's Electronic Posting System (EPS). This system will allow agencies to post requirements and solicitations for contract opportunities in a form that provides convenient and universal access through a single Government-wide point of entry. Contractors will have the ability to obtain detailed information about business opportunities throughout the entire Federal Government.

**Current EPS functionality includes:**

- 1) The ability to search and download RFP's and RFQ's'
- 2) E-mail notices to vendors by service/product class or selected agencies.

**Future EPS functionality:**

- 1) Secure transmission using public key infrastructure;
- 2) Upload of vendor offers;
- 3) Notification of receipt of offers.

**To access EPS, you need:**

- 1) Any computer which runs a World Wide Web browser;
- 2) An internet service provider.

For more detailed information on EPS, please visit the website at <http://eps.arnet.gov>.

For information regarding the IRS Procurement website, please contact Mr. Steve Williams at (202) 283-1383.

While the IRS is in the process of implementing its new Web site technology, its FACNET capabilities are still being used for acquiring some of IRS' supplies that exceed the micro-purchase

threshold (\$2,500), but do not exceed the simplified acquisition threshold (\$100,000).

On **May 1, 1996**, the IRS began primarily soliciting and receiving quotes for designated items from our Trading Partners (i.e., businesses that have agreed to exchange business information electronically) using the Federal Acquisition Computer Network (FACNET).

The attached information has been developed to assist you in understanding Electronic Commerce using the FACNET system and registering as a Trading Partner.

We look forward to doing business with you in the future.

#### **IMPLEMENTING EDI AT THE INTERNAL REVENUE SERVICE (IRS)**

The Assistant Commissioner (Procurement), having conducted an EDI pilot and received interim FACNET certification in accordance with the Federal Acquisition Regulations Part 4.5, began full implementation of Electronic Commerce on May 1, 1996. The IRS acquires only supplies and equipment, not otherwise exempt, that exceed the micro-purchase threshold (\$2,500) but do not exceed the simplified acquisition threshold (\$100,000) using EDI.

**NOTE:** For FACNET, all IRS Procurement Offices are currently using the X12 3010 convention. Infonet is the gateway's Translation software.

**The following IRS Procurement Offices are currently trading with vendors over FACNET via the Defense Information Systems Agency (DISA) EDI Gateway:**

<u>SITE NAME &amp; LOCATION</u>	<u>SITE ID</u>	<u>RFQ NUMBER</u>
IRS National Office (W-DC)	847069093	TIRNO-99-Q-XXXXX
IRS Northeast Region (New York)	838433233	TIRNE-99-Q-XXXXX
IRS Southeast Region (Atlanta)	838433357	TIRSE-99-Q-XXXXX
IRS Western Region (Kansas CT)	838433316	TIRWR-99-Q-XXXXX
IRS Midstates Region (Kansas CT)	838433274	TIRMS-99-Q-XXXXX
IRS Martinsburg Computing Center (West VA)	838433670	TIRMC-99-Q-XXXXX
IRS Detroit Computing Center (Detroit)	838433605	TIRDC-99-Q-XXXXX

(XXXXX= 00001 - 99999)

Below is a list of supplies and equipment which will be purchased by the IRS using Electronic Commerce. The list is organized by Federal Supply Group (FSG) and Federal Supply Codes (FSCs) within each FSG. The list includes the primary types of supplies and equipment the IRS purchased in the past.

**NOTE:** The FSC is being identified in the X12 840's Data Element 01 of the REF segment as **IX** which indicates a FSC special item number. The **REF02** Data Element will contain the specific FSC code. The FSC will not be identified in the P01 segment (P0106).

**INTERNAL REVENUE SERVICE  
SUPPLIES AND EQUIPMENT FOR ELECTRONIC COMMERCE ACQUISITIONS  
(by Federal Supply Group (FSG)/Federal Supply Code (FSC))**

<b>Group 58</b>	<b>Communications, Detection and Coherent Radiation Equipment</b>
FSC 5805	Telephone and Telegraph Equipment
FSC 5810	Communication Security Equipment and components
FSC 5811	Other Cryptologic Equipment and components
FSC 5820	Radio and TV Communication Equipment, Except Airborne
FSC 5835	Sound Recording and Reproducing Equipment
FSC 5836	Video Recording and Reproducing Equipment
FSC 5855	Night Vision Equipment, Emitted and Reflected Radiation
FSC 5865	Electronic Countermeasures, Counter-Counter-Measures and Quick Reaction Capability Equipment
FSC 5895	Miscellaneous Communication Equipment
<b>Group 67</b>	<b>Photographic Instruments</b>
FSC 6720	Cameras, Still Pictures
FSC 6760	Photographic Equipment and Accessories
FSC 6770	Film, Processed
<b>Group 69</b>	<b>Training Aids and Devices</b>
FSC 6910	Training Aids
<b>Group 70</b>	<b>Automatic Data Processing Equipment (Including Firmware), Software, Supplies and Support Equipment</b>
FSC 7021	ADP Central Processing Unit (CPU, Computer), Digital
FSC 7025	ADP Input/Output and Storage Devices
FSC 7030	ADP Software
FSC 7035	ADP Support Equipment
FSC 7042	Mini and Micro Computer Control Devices
FSC 7045	ADP Supplies
FSC 7050	ADP Components

To receive Requests for Quotations (RFQs) and purchase orders for supplies and equipment, past, current, and future IRS contractors must register as Trading Partners.

## **The Federal Government's Electronic Commerce Initiative**

### **What Is Electronic Commerce/Electronic Data Interchange (EC/EDI)?**

Electronic Commerce has been defined as the conduct of business transactions, supporting functions such as administration, finance, logistics, procurement, and transportation, between the government and private industry, using an integrated automated information environment. EDI is simply defined as the computer-to-computer electronic transfer of business transaction information, in a public, standard format.

### **Introduction**

On October 26, 1993, the President signed a memorandum to the heads of the executive departments and agencies on streamlining procurement through Electronic Commerce. This Presidential Directive requires all Federal agencies, civilian and defense, to implement Electronic Commerce/Electronic Data Interchange (EC/EDI) to the fullest extent possible in small purchases (simplified acquisitions) by January 1997.

A Federal Electronic Commerce Acquisition Program Office (ECA-PMO) was established to implement this Federal Government wide initiative. A single process for doing business with all government agencies is in place with a single point of registry for all vendors. Many government agencies have already started to implement this new way of doing business.

All past, current and future contractors who do business with the government are being asked to switch from the existing paper-based procurement system to an electronic means of exchanging business documents based on the American National Standards Institute (ANSI) X12 format for Electronic Data Interchange (EDI).

**EDI** is the electronic transfer of routine business documents such as purchase orders, shipping notices, and invoices using a standard format.

### **The Federal Acquisition Streamlining Act (FASA) of 1994**

The President signed the Federal Acquisition Streamlining Act (FASA) of 1994 (Public Law 103-355) on October 13, 1994. The Act was designed to simplify and streamline the Federal procurement process. Key provisions of the Act include:

- Reclassifying small purchases as "simplified acquisitions" and raising the threshold to \$100,000;

- Reserving simplified acquisitions over \$2,500 but not in excess of \$100,000 exclusively for small businesses;
- Establishing a preference for acquisition of commercial items;
- Authorizing specific pilot programs; and
- Implementing a Government-wide Federal Acquisition Computer Network (FACNET).

The government will evolve its simplified acquisition procedures from one driven by paperwork to an expedited, value-added procedure using EDI.

### **What is Necessary To Get Started in EC/EDI?**

EC/EDI uses technology resources that are readily available within most businesses, and so does not require a large investment in new capital resources. The components of a system in which trading partners conduct commerce through EDI are: the necessary hardware and software (as simple as a PC equipped with a modem and off-the-shelf software); a set of standards (the American National Standards Institute {ANSI} X12 standards); and communications capability (usually through a third-party network known as a Value Added Network {VAN}).

### **ANSI X12 STANDARDS**

#### **What is The Role of the American National Standards Institute (ANSI)?**

The American National Standards Institute or ANSI is the coordinator and clearinghouse for national standards in the United States. ANSI does not write national standards, it charters organizations called "Accredited Standards Committees" or ASCs, composed of voluntary representatives from industry, labor, consumer, and government to prepare consensus standards. Upon public comment and approval, ANSI ASCs publish national standards.

#### **What Is the Accredited Standards Committee (ASC) X12 and What Does It Do?**

The ASC X12 (a designation assigned by ANSI) was chartered to develop the structure, format, and content of electronic business transactions conducted through Electronic Data Interchange (EDI). The ASC X12 is administered by the Data Interchange Standards

Associations, Inc. (DISA), a not-for-profit corporation. DISA staff manages the ASC X12 membership, balloting, standards development and maintenance, publications, communications with ANSI on behalf of ASC X12, and other duties. The result of the ASC X12 committee's efforts are the ANSI X12 Standards.

#### **What Are the ANSI X12 Transaction Set Standards?**

An EDI transaction involves the electronic transmission of a business document in the form of a Transaction Set, that is prepared in accordance with an ANSI X12 standard format, known as a Transaction Set Standard. The ANSI X12 Transaction Set Standards "facilitate electronic interchange relating to order placement and processing, shipping and receiving information, invoicing, payment, and cash application data." A Transaction Set is the data that is exchanged to convey meaning between Trading Partners engaged in EC/EDI. There are currently 187 Transaction Set Standards published by ANSI X12 (as of 1/94).

#### **What is The Federal Government's Position On the Use of ANSI X12 Standards For EC/EDI With the Government?**

The Federal Government has endorsed the use of ANSI X12 Standards for EC/EDI with the U.S. Government through Federal Information Processing Standards Publication 161. The Federal Government has published a set of Implementation Guidelines as an approved subset of the ANSI X12 Transaction Set Standards.

#### **What Specific ANSI X12 Transaction Set Standards Will Be Used By the Federal Government During This Program?**

- ANSI 824 - Application Advice
- ANSI 840 - Request for Quotation (RFQ)
- ANSI 843 - Response to an RFQ
- ANSI 850 - Purchase Order (PO)
- ANSI 836 - Award Notice
- ANSI 838 - Trading Partner Profile
- ANSI 997 - Functional Acknowledgment
- ANSI 855 - PO Acknowledgment
- ANSI 866 - PO Change
- ANSI 865 - PO Change Acknowledgment

**Additional transactions will be phased in as requirements are defined.**

## **What Are the Benefits To the Government and Industry By Adopting ANSI X12 Standards?**

The ANSI X12 standards were selected because they are already used by private industry. They were developed in compliance with ANSI rules for standard development. They build on the success of private industry in implementing EDI. This means that the program represents a mature technology with immediate savings in time, labor, and resources for both the Federal Government and industry.

Using the ANSI X12 Standards, Trading Partners will only be required to support a single hardware and software architecture. This simplifies the training burden for the staff who supervise, operate, and support EC/EDI in their organizations. The EDI end-user staff learn one system rather than many.

## **FACNET Architecture**

The Network Entry Point (NEP) is at the center of the total architecture and at the boundary of FACNET. It provides single face connectivity between the government and contractors. The total architecture consists of government contracting offices with their own individual Automated Information Systems (AISs); gateways that collect, translate, and route data; the NEP; Value-Added Networks (VANs) or Value-Added Services (VASs) which collect data and provide data services to contractors for a fee; and the contractors (Trading Partners) with varying levels of automation capabilities.

## **FACNET Infrastructure**

The hardware, software and communications infrastructure components necessary for the implementation of EDI are in place. The Department of Defense (DOD) EC/EDI systems infrastructure is the interconnected communications and computer capability supporting the exchange of EDI transactions between Government agencies and their Trading Partners.

## **EDI: Your Link to Increased Profits**

**EDI greatly increases business opportunities** with the government and private sector Trading Partners;

**Value-added improvements in overall quality** through better record keeping, fewer errors in data, reduced processing time, less



reliance on human interpretation of data, and minimized unproductive time.

**Faster billing and payment process.**

**Reduced order time.** Electronic orders are processed faster than paper-based orders resulting in high customer satisfaction.

**Reduced inventory** through faster and more accurate filling of orders.

**Savings** from reduction of postage and other mailing costs, inventories, mailroom/distribution time, and elimination of lost documents.

**Trading Partners: Doing Business Electronically**

A Trading Partner is "a business entity that has agreed to exchange business information electronically." This term describes any business entity that has been registered to conduct business electronically with the government.

**Trading Partner Registration**

When you have made the decision to become a Trading Partner with the government, you may need additional information and help in becoming EDI capable. The extent of help needed and out of pocket costs will vary based upon your current system capabilities and anticipated use of EDI.

In preparation for registration as a Trading Partner, you will be asked to provide specific information required by the government. Examples of the type of information you will be asked to provide are about your business, your bank, commodities, Standard Industrial Classification (SIC), Taxpayer Identification Number, Value-Added Network Service Provider, and electronic capability to send and receive business transaction sets.

Examples of other important business information you will use with EDI are the Data Universal Number System (DUNS) and the Trading Partner Personal Identification Number (TPIN). The government will use the DUNS and a unique, government assigned TPIN to identify businesses who transmit transaction sets. The TPIN is confidential and should be safeguarded similar to an ATM PIN. The TPIN is provided at the conclusion of a successful registration.

Dun & Bradstreet assigns a DUNS number to any business that does not have one. Obtain a DUNS number prior to registration by contacting 1-800-333-0505. Provide your address, telephone number, business start date, and type of business. The process takes about 10 minutes.

To become fully EDI capable, you will generally need a personal computer, a modem, ANSI X12 version 3010 for National Office, Martinsburg and Detroit Computing Centers and ANSI X12 version 3040 for remaining field offices compliant EDI translation software or access to an EDI translation service; government implementation conventions (ICs) -- instructional guidelines for use by Trading Partners in developing transaction sets; and a subscription to a public or private Value-Added Network (VAN) or Value-Added Service (VAS) that has been certified by DOD to carry federal government traffic.

VAN/VAS services and prices vary so you are encouraged to shop around. Your VAN or VAS will assist you in completing and transmitting an ANSI X12 838, Trading Partner Profile, transaction set version 3010 and/or 3040, to the government's Central Contractor Registration (CCR) database. The 838 transaction set is translated and information validated before notice of a successful registration is provided.

The CCR provides Trading Partner Profiles (registration information) to the government's automated procurement systems on a daily basis. Once your registration is completed, you may update it at anytime. The CCR provides a single registry point for all contractors desiring to do business electronically with the government.

**ANSI X12 Transaction Sets** are equivalent to paper business documents. Transaction sets are developed based on Implementation Conventions (ICs). (ICs are instructional guidelines which define application specific data requirements and specify how a transaction set will carry the required data.) Examples of transaction sets are: 840 - Request for Quotation; 843 - Response to an RFQ; 850 - Purchase Order; 838 - Trading Partner Profile.

Each Trading Partner is required to pass a compliance test of transaction sets that will be used to transmit data electronically to the government. Agencies and Trading Partners may be using different versions of the ICs. For example, DOD uses 3010 and some civilian agencies such as the Internal Revenue Service (IRS) uses 3010 and 3040. It is important to compliance

test the version that is being used by the agency you will be doing business.

Compliance testing validates that the Trading Partner's electronic data interchange output file works with ANSI X12 and the agencies' electronic data interchange implementation conventions. For example, Trading Partners doing business with the Internal Revenue Service will use the 3010 and the 3040 version for compliance testing. A Trading Partner that has selected a compliance tested Value-Added Service (VAS) or commercial translation software package is not required to complete additional compliance testing of its EDI capability.

### **Other Sources of EDI Help/Information**

There are a number of sources of information to assist you in the Federal Government's electronic commerce efforts. The following is a partial listing of various sources of information:

- **SBA Online** 1-800-697-4636 OR 202-401-9600
- **World Wide Web (WWW)**  
  
    <http://www.itsi.disa.mil/edi/edi-main.thml>  
OR   <http://snad.ncsl.nist.gov/dartg/edi/fededi.html>
- **Anonymous File Transfer Protocol (FTP)**  
  
    <ftp://ftp.itsi.disa.mil/pub/library/DOD-edi>  
OR   <ftp://ftp.sterling.com/edi/DOD-edi>
- **Information Technology Standards Integrated Bulletin Board System (ITSI.BBS)**  
  
    Accessible at 703-834-6501 or via TELNET at IP address 198.4.59.6, under the "Information Technology Standards (JIEO CFS) Standards Document Library" subtopic.
- **DOD Electronic Commerce Center (ECIC)** 1-800-EDI-3414  
  
    Mailing Address:  
    Electronic Commerce Information Center  
    7676 Old Springhouse Road  
    McLean, VA 22102  
  
    Phone:(800) 334-3414  
    Fax Number:(703) 275-5691  
    WWW Address: <http://www.acq.osd.mil/ec>

The **ECIC** was established and is sponsored by the Deputy Under Secretary of Defense (Acquisition Reform) to support the DOD commitment to provide a "single face to industry". The Director, DOD Electronic Commerce, provides oversight and direction to the ECIC. The ECIC provides a central location for industry and governmental activities to obtain all the necessary information on how to conduct business electronically with the government agencies using the DOD FACNET.

**SBA Online** information includes current EDI training and vendor counseling activities provided by SBA and its resource partners. Access SBA Online and download or review the EDI resource directory. The directory identifies people who provide EDI training. Other available information includes a list of DOD compliance tested software, a list of DOD certified VANs, an EDI glossary, facts about EDI, EDI software for purchase, Implementation Conventions, and steps to implementing an EDI capability.

**EDI Demonstration Software** is available at the following SBA Business Information Centers for use by the public:

SBA/Bell Atlantic  
Business Information Center  
Washington District Office  
Attn: Joyce Howard  
1110 Vermont Avenue, N.W.  
Suite 900, 9th Floor  
Washington, DC 20043-4500  
Phone: (202) 606-4000 x266  
Fax: (202) 606-4225

SBA/NationsBank/MBDA/Bell Atlantic  
Small Business Resource Center  
3 West Baltimore Street  
Corner of Charles & Baltimore  
Baltimore, MD 21201  
Phone: (410) 605-0990  
Fax: (410) 605-0995

You may also contact any of the SBA Business Information Centers listed below for assistance:

U.S. Small Business Admin.  
Atlanta District Office  
Attn: Annette Rodriguez  
270 Peachtree Road, NW  
Suite 140  
Atlanta, GA 30303  
Phone: (404) 529-9808  
Fax: (404) 529-9853

U.S. Small Business Admin.  
Business Information Center  
Attn: Ken Davis  
3600 Wilshire Blvd.,  
Suite L100  
Los Angeles, CA 90010  
Phone: (213) 251-7253  
Fax: (213) 251-7255

Business Information Center  
Attn: Maureen Brinkley  
815 Olive Street, Suite 208

U.S. Small Business Admin.  
Seattle District Office  
Attn: Bettina Bradley

St. Louis, MO 63101  
Phone:(314) 539-6970  
Fax:(314) 539-3785

1200 Sixth Avenue,  
Suite 1700  
Seattle, WA 98101-1128  
Phone:(206) 553-7317  
Fax:(206) 553-7099

U.S. Small Business Admin.  
Houston District Office  
Attn: Steve Curry  
9301 Southwest Freeway,  
Suite 365  
Houston, TX 77074-1591  
Phone:(713) 773-6542  
Fax:(713) 773-6550

SBA/Nations Bank/MBDA  
Small Bus. Resource Ctr.  
Attn: Lillie Taylor  
3401 West End Avenue,  
Suite 110  
Nashville, TN 37203  
Phone:(615) 749-4000  
Fax:(615) 749-3685

U.S. Small Business Admin.  
Chicago District Office  
Attn: Phyllis Scott  
500 W. Madison Street, Suite 1250  
Chicago, IL 60661-2511  
Phone:(312) 353-1825  
Fax:(312) 886-5688

U.S. Small Business Admin.  
Boston District Office  
Attn: Andrea Ross  
10 Causeway Street,  
Room 265  
Boston, MA 02222-1093  
Phone:(617) 565-5590  
Fax:(617) 565-5615

U.S. Small Business Admin.  
Kansas City District Office  
Attn: Kim Malcolm  
323 West 8th Street, Suite 104  
Kansas City, MO 64105  
Phone:(816) 374-6675  
Fax:(816) 374-6692

SBA/Bell Atlantic Business  
Information Center  
Washington District Office  
1110 Vermont Avenue N.W.,  
Suite 900  
Attn: Joyce Howard  
Washington, DC 20043-4500  
Phone:(202) 606-4000 ext. 266  
Fax:(202) 606-4224

U.S. Small Business Admin.  
San Diego District Office  
Attn: Ron Serafine  
550 West C Street, Suite 550  
San Diego, CA 92101-3540  
Phone:(619) 557-7250 ext. 1126  
Fax:(619) 557-5894

U.S. Small Business Admin.  
Fort Worth Bus. Assist. Center  
Attn: Adrienne Hudson  
100 East 15th Street,  
Suite 400  
Fort Worth, TX 76102  
Phone:(817) 871-6001  
Fax:(817) 871-6031

SBA/WVHTC Foundation  
Business Information Center  
Attn: Nick Lamberedis  
1000 Technology Drive, Suite 111  
Fairmont, WV 26554  
Phone:(304) 368-0023  
Fax:(304) 367-2717

SBA/Nations Bank/MBDA/  
Bell Atlantic  
Small Business Resource Center  
Attn: Rachel Howard  
3 West Baltimore Street  
Corner of Charles & Baltimore  
Baltimore, MD 21201  
Phone:(410) 605-0990  
Fax:(410) 605-0995

SBA/Confederated Tribes of the  
Warm Springs  
Economic Development Office  
Attn: Mitch Connelly  
2107 Wasco Street  
P.O. Box 945  
Warm Springs, OR 97761  
Phone:(541) 553-3592  
Fax:(541) 553-3593  
e:mail: sbdc@mtjeff.com

SBA/Confederated Tribes of the  
Grand Ronde Community  
Attn: Barbara Lake  
28840 Salmon River Highway  
Grand Ronde, OR 97347  
Phone:(503) 879-2476  
Fax:(503) 879-2479  
e:mail:dough@macnet.com

SBA/The Klamath Tribes  
Attn: Ed Case  
34005 Hwy. 97 North  
P.O. Box 436  
Chiloquin, OR 97624  
Phone:(503) 783-2472  
Fax:(503) 783-3406  
e:mail: bic@internetcds.com

SBA/Nations Bank/MBDA/BellSouth/  
College of Charleston  
Small Business Resource Center  
Attn: Luder Messervy  
284 King Street  
Charleston, SC 29401  
Phone:(803) 853-3900  
Fax:(803) 853-2529

SBA/Spokane Chamber of Commerce  
Business Information Center  
Attn: Coralie Myers  
801 W. Riverside  
Spokane, WA 99201  
Phone:(509)353-2800  
Fax:(509)353-2600

Business Information Center  
Southwestern College  
Attn: Ken Clark  
900 Otay Lake Road, Bldg. 1600  
Chula Vista, CA 91910  
Phone:(619)482-6393  
Fax:(619) 482-6402

U.S. Small Business Admin.  
Denver District Office  
Attn: Jeanette DeHerara  
721 19th Street, Suite 426  
Denver, CO 80202-2599  
Phone:(303) 844-3986  
Fax:(303) 844-6490

SBA/Greater El Paso Chamber  
of Commerce  
Business Information Center  
Attn: Minda Villarreal  
10 Civic Center Plaza  
El Paso, TX 79901  
Phone:(915) 534-0531  
Fax:(915) 534-0513

U.S. Small Business Admin.  
Boise District Office  
Attn: Sherrie Sugden  
1020 Main Street, Suite 290  
Boise, ID 83702-5745  
Phone:(208)334-1696 ext. 236  
Fax:(208)334-9353  
e:mail: BIC@boisechamber.org

U.S. Small Business Admin.  
NationsBank/MBDA/Bell South  
Small Business Resource Center  
Attn: Eileen Joyce  
200 North College Street  
Suite A2015  
Charlotte, NC 28202-2137  
Phone:(704)344-9797  
Fax:(704)344-9990

The Entrepreneur Center  
U.S. Small Business Admin.  
Attn: Kathleen Butler-Tom  
455 Market Street, 6th Floor  
San Francisco, CA 94105-2420  
Phone:(415)744-4242  
Fax:(415)744-6812

Connecticut Small Business -  
Key to the Future, Inc.  
Business Information Center  
Attn: Hugh Curley  
Hartford Civic Center  
1 Civic Center Plaza, Ste 301  
Hartford, CT 06103  
Phone:(860)251-7000  
Fax:(860)251-7006

Delaware Small Business Resource  
& Information Center  
Attn: Kai Brunswick  
1318 North Market St.  
Wilmington, DE 19801  
Phone:(302)571-5225  
Fax:(302) 571-5222

U.S. Small Business Admin.  
NationsBank/MBDA/Bell South  
Small Business Resource Center  
Attn: Edgar Crockett  
49 NW Fifth Street  
Miami, FL 33128  
Phone:(305)374-1899  
Fax:(305)374-1882

Business Information & Counseling  
Center (BICC)  
Attn: Jane Sawyer  
1111 Bishop Street, Suite 204  
Honolulu, HI 96813  
Phone:(808)522-8134  
Fax:(803)522-8135  
e:mail: jane.sawyer@sba.gov

Business Information Center  
NIA Center  
Attn: Tommie Causey  
2900 W. Broadway  
Louisville, KY 40211  
Phone:(502)574-1143  
Fax:(502)574-1144

Business Information Center  
of Maine  
The Bates Mill Complex  
Attn: Bonnie Erickson  
35 Canal Street  
Lewiston, ME 04240  
Phone:(207) 783-2770  
Fax:(207) 783-7745

Business Information Center of  
Cape Cod  
Cape Cod Community College  
Learning Resource Center  
Attn: Greg Masterson  
2240 Iyanough Road  
West Barnstable, MA 02168  
Phone:(508) 362-2131  
Fax:(508) 375-4020

U.S. Small Business Admin.  
Business Information Center  
Attn: Robert Much  
301 South Park, Room 334  
Helena, MT 59626  
Phone:(406) 441-1081  
Fax:(406) 441-1090

U.S. Small Business Admin.  
Business Information Center  
Attn: Jan Allen  
11141 Mill Valley Road  
Omaha, NE 68154  
Phone:(402) 221-3606  
Fax:(402) 221-3680

Business Information Center  
U.S. Small Business Admin.  
Attn: Bobby Sepolen  
2 Gateway Center, 4th Floor  
Newark, NJ 07102  
Phone:(201) 645-3968  
Fax:(201) 645-6265

Business Information Center  
Attn: Joe Fernicola  
Camden County College  
200 Broadway Ave., Room 513  
Camden, NJ 08102-1102  
Phone:(609)338-1817, x3162  
Fax:(609) 968-3706



ATVI/Workforce Training  
Center - UNIM  
Attn: Chevo Contreras  
University of New Mexico  
801 University Blvd. SE  
Suite 300  
Albuquerque, NM 87106  
Phone:(505) 272-7986  
Fax:(505) 272-7979  
e:mail: chevo@tvi.cc.nm.us

Business Information Center  
Grand Forks Chamber of Commerce  
Attn: Eric Giltner  
202 North 3rd Street, Suite 300  
Grand Forks, ND 58203  
Phone:(701) 746-5160  
Fax:(701) 746-5748

U.S. Small Business Admin.  
Business Information Center  
Attn: Jaime Aguayo  
380 Westminster Mall, Room 511  
Providence, RI 02903  
Phone:(401) 528-4688  
Fax:(401) 528-4539

Business Information Center  
Attn: Suzan Yoshimura  
169 East 100 South  
Salt Lake City, UT 84111  
Phone:(801) 741-4253  
Fax:(801) 741-4265

Burlington Business Information  
Center  
Attn: Vallerie H. Morse  
149 Bank Street  
Burlington, VT 05401  
Phone:(802) 660-4580  
Fax:(802) 660-4579

Business Information Center  
c/o Fall River Chamber of Commerce  
Attn: Clyde Mitchell  
200 Pocasset Street  
Fall River, MA 02721-1585  
Phone: (508) 673-9783  
Fax: (508) 674-1929

The Capital Resource Center  
Attn: Daniel O'Connell  
1 Computer Drive South  
Albany, NY 12205  
Phone:(518) 446-1118, x231  
Fax:(518) 446-1228

U.S. Small Business Admin.  
UCO Small Bus. Devel. Center  
Attn: Maria Barnaba-Moore  
115 Park Avenue  
Oklahoma City, OK 73102  
Phone:(405) 232-2376  
Fax:(405) 232-1967

Enterprise Community Center  
Attn: Patricia O'Rourke  
550 Broad Street  
Providence, RI 02907  
Phone:(401) 272-1083  
Fax:(401) 272-1186

Business Information Center  
Attn: Vallerie Morse  
Vermont Technical College  
Hartness Library  
Randolph Center, VT 05061  
Phone:(802) 828-4518  
Fax:(802) 728-1506

Business Information Center  
Bank of Boston  
Attn: Rose Vilot  
99 West Street  
Pittsfield, MA 01201  
Phone: (413) 445-8599  
Fax: (413) 445-4401

Lynn Small Business Assistance  
Center  
Attn: Shawn Stockman  
298 Union Street  
Lynn, MA 01901  
Phone: (781) 477-7223  
Fax: (781) 592-6104

Business Information Center  
Attn: Thomas L. Trutna  
111 Third Avenue S.  
Minneapolis, MN 55401-2551  
Phone: (612) 347-6747  
Fax: (612) 349-2603

U.S. Small Business Admin.  
Business Information Center  
Attn: Roger Wills  
1515 SW Fifth Ave., Ste. 1050  
Portland, OR 97201-5494  
Phone: (503) 326-5201  
Fax: (503) 326-2808

West River Service Center  
Attn: Val Simpson  
444 North Mt. Rushmore Road  
Suite 204  
Rapid City, SD 57701  
Phone: (605) 394-1708  
Fax: (605) 394-6140

Business Information Center  
Attn: Dane O. Jervis  
100 East B Street, Rm. 4001  
Casper, WY 82501  
Phone: (307) 261-6566  
Fax: (307) 261-6561

Business Resource Center  
Universiad Del Sagrado Corazon  
Attn: Eduardo Ramos  
Edificio Barat Salon B103  
Calle Rosaly Esq. San Antonio  
Pd. 26 ½  
Santurce, PR 00908  
Phone: (787) 726-8040  
Fax: (787) 726-8135

**Electronic Commerce Resource Centers (ECRCs).** Each ECRC conducts free outreach, education and training, consultation, and technical support activities to identify and meet individual customer needs. Customers are (1) small and medium-sized U.S. manufacturers; (2) U.S. Government prime contractors and their supply chain; (3) educational institutions; and (4) manufacturing extension providers, including; (a) small business development centers; (b) economic development organizations; (c) procurement assistance centers; (d) state extension programs; and (e) National Institute of Standards and Technology (NIST) Manufacturer Extension Partnership (MEP) Centers. The ECRCs are scattered throughout the country and are listed below:

Fairfax Regional ECRC  
Dean Erwin, Program Mgr.  
Dimensions International, Inc.  
10640 Page Avenue, Suite 400  
Fairfax, VA 22030  
Phone: (703) 691-1507 / (800) 691-3867  
Fax: (703) 691-8948  
e-mail: derwin@fecrc.com

Largo Regional ECRC  
Brian Manty, Program Mgr.  
Concurrent Technologies Corp.  
7990 114th Avenue N.  
Bldg. 1200, Suite 2  
Largo, FL 33773-5026  
Phone: (727) 549-7050  
or (800) 397-8494  
Fax: (727) 549-7010  
e-mail: walkerb@ctc.com

Johnstown Regional ECRC  
Fred Hintermister, Program Mgr.  
Concurrent Technologies Corp.  
100 CTC Drive  
Johnstown, PA 15904  
Phone:(800) 231-2772  
Fax: (814) 269-2600  
e:mail: hintermi@ctc.com

Palestine Regional ECRC  
Michael LaBeau, Program Mgr.  
WANG Government Services  
2000 South Loop 256, Ste 11  
Palestine, TX 75801  
Phone:(800) 209-2772  
or (903) 729-4440  
Fax: (903)729-4440  
e:mail: mlabeau@ptxecrc.com

Atlanta Regional ECRC  
Dr. Robert Fulton, Program Manager  
Georgia Institute of Technology  
500 Tech Parkway  
Atlanta, GA 30332-0585  
Phone:(800) 894-8042  
Fax: (404) 894-4785  
e:mail: robert.fulton@ecrc.  
gatech.edu

Dayton Regional ECRC  
Lee Bickley, Program Mgr.  
1900 Founders Drive, Ste 300  
Dayton, OH 45420-4011  
Phone:(888)449-6060  
or (937) 258-5771  
Fax: (937) 258-5776  
e:mail: info@daytonecrc.org

Oakland Regional ECRC  
Mike Walton, Program Mgr.  
475 14th Street, Suite 550  
Oakland, CA 94612  
Phone:(888)625-3272/(510)267-7410  
e:mail: walton@ecrc.org

Orange Regional ECRC  
Glenora Barnes, Program Mgr.  
Lamar University at Orange  
300 North Fourth Street  
Orange, TX 77630-5702  
Phone:(800)417-3950  
or(409)882-3950  
e:mail: gbarnes@oecrc.org

Bremerton Regional ECRC  
Abigail Cooke, Program Mgr.  
Concurrent Technologies Corp.  
Hearthstone Center  
4312 Kitsap Way, Suite 104  
Bremerton, WA 98312  
Phone: (800)478-3933/(360)478-3933  
Fax: (360) 478-0225  
e:mail: cooke@ctc.com

Cleveland Regional ECRC  
Kent Kemmerer, Program Mgr.  
Cleveland Adv. Manufacturing  
Program (CAMP)  
4600 Prospect Ave., Ste 300  
Phone:(800)991-3272 or  
(216) 426-2068  
Fax: (216) 426-2068  
e:mail: kent.kemmerer@camp.org

San Antonio Regional ECRC  
Jarrett (Butch) McGehee, Prg. Mgr  
CACI Applied Engineering Group  
4318 Woodcock Drive, Suite 200  
San Antonio, TX 78228  
Phone:(210) 732-1141  
Fax: (210) 732-5011  
e:mail: butch@saecrc.org

Scranton Regional ECRC  
Bill Morris, Program Mgr.  
University of Scranton  
Harper-McGinnis Wing  
Scranton, PA 18510-4639  
Phone:(800)575-3272  
or (570) 941-4123  
Fax: (570) 941-7611  
e:mail:william.morris@uofs.edu

Dallas Regional ECRC  
Marie Clark, Program Mgr.  
1420 W. Mockingbird Lane  
Suite 100  
Dallas, TX 75247  
Phone: (972) 488-9463  
or (888) 372-3272  
Fax: (972) 599-2525  
e:mail: marie.clark@dfwecrc.com

Laurinburg Regional ECRC  
Paul Friday, Program Mgr.  
127 Fairley Street  
Laurinburg, NC 28352  
Phone: (888) 651-5219  
or (910) 277-6000  
Fax: (910) 277-6035  
e:mail: friday@ctc.com

New Orleans Regional ECRC  
Prabir Chaudhury, Program Mgr.  
Concurrent Technologies Corp.  
3520 General de Gaulle Drive  
New Orleans, LA 70114  
Phone: (800) 359-4711 / (504) 364-6300  
Fax: (504) 364-6310  
e:mail: chauhup@ctc.com

West Chester Regional ECRC  
Jim Walsh, Program Mgr.  
211 Carter Drive  
West Chester, PA 19382  
Phone: (610) 918-4500  
or (888) 745-3478  
Fax: (610) 918-4545  
e:mail: walshj@ctc.com

San Diego ECRC  
Shirley Stancil, Program Mgr.  
5333 Mission Center Road  
Suite 210  
San Diego, CA 92108  
Phone: (619) 725-5000 / (800) 400-4207  
Fax: (619) 725-5001  
e:mail: stancils@ctc.com

#### **VALUE ADDED NETWORKS/SERVICES INFORMATION**

Government agencies will issue and transmit Requests for Quotations (RFQs), purchase orders, and other business transactions, using standardized EDI transaction formats through certified Value Added Networks/Services (VAN/S) to contractors. (VAN/Ss act as a non-government electronic postman that deliver and send your EC business transactions.) Contractors, after initial contractor registration with the government as well as subscribing to a VAN/S, will respond through the VAN/S with appropriate electronic transactions, such as bids or invoices to the government agencies. For companies using automated systems, the VAN/S may pass transactions directly to the contractor's system. For less automated companies, a VAN/S may make other arrangements with the company to screen transactions and forward information to the company for action. In either case, business transactions between a contractor and the government will transverse the same electronic path using a certified VAN/S.

Listed below are the DoD-Certified Value Added Networks (VAN) as of December 29, 1998. As more companies become certified VANs, there information will be placed on this list. For additional information on VANs and the certification process, call DoD's toll free EDI Help Line at: 1-800-EDI-3414.

Advanced Communications Systems  
Attn: Bob Stone  
24371 Lorain Road, Suite 207  
North Olmstead, OH 44070  
Phone: 800-223-5424  
440-925-5424  
Fax: 440-925-5436  
e:mail: [ecedi@acsmail.com](mailto:ecedi@acsmail.com)  
www: <http://www.acsvan.com>

Advanced Logic Resources, Inc.  
Attn: Robert Baer  
Federal EDI Desk  
230 Columbia Avenue  
Chapin, SC 29036  
Phone: 516-924-1517  
Fax: 516-924-1799  
e:mail: [edi@alr.net](mailto:edi@alr.net)  
www: <http://www.alr.net>

Advantis  
Attn: Dave Bolan  
3405 E. Dr. Martin Luther King,  
Jr. Blvd.  
PO Box 30021  
Tampa, FL 33630-3021  
Phone: 813-878-5462  
Fax: 813-878-3398  
e:mail: [dbolan@vnet.ibm.com](mailto:dbolan@vnet.ibm.com)  
www: <http://www.ibm.com/globalnetwork>

ALI Corporation  
Attn: Sam Saffari  
23441 Golden Springs,  
Suite 334  
Diamond Bar, CA 91765  
Phone: 909-396-8255  
Fax: 909-396-8258  
e:mail: [alicorp@ix.netcom.com](mailto:alicorp@ix.netcom.com)  
www: <http://www.alicorp.com>

Angle, Inc.  
Attn: Chris Fleming or Dandan Zou  
7406 Alban Station Court  
Springfield, VA 22150-2130  
Phone: 703-913-8300  
Fax: 703-913-8304  
e:mail: [vaninfo@angleinc.com](mailto:vaninfo@angleinc.com)  
www: <http://www.angleinc.com/>

Arend Endustriyel Danismanlik  
Tutuncu Mehmet Efendi Cad 90/3  
Goztepe, Istanbul, Turkey,  
81060  
Berat Pehliuangolu  
Phone: 90-216-385-7850  
Fax: 90-216-385-7825  
e:mail: [mailconsultants@arend.com.tr](mailto:consultants@arend.com.tr)

CACI  
Attn: Crede Davis  
3930 Pender Drive  
Fairfax, VA 22030  
Phone: 800-752-5215  
Fax: 703-277-3450  
e:mail: [cdavis@hq.caci.com](mailto:cdavis@hq.caci.com)  
www: <http://www.quickbid.com>

Complexity Simplified, Inc.  
Thomas A. Godwin  
PO Box 100280  
Denver, CO 80250-0280  
Phone: 303-777-1121  
Fax: 303-777-5214  
e:mail: [csi@henge.com](mailto:csi@henge.com)  
www: <http://www.basvan.com>

Computer Network Corporation  
The APL Group, Inc.  
Attn: Paul Lindoerfer  
644 Danbury Road  
Wilton, CT 06897  
Phone: 800-828-0770  
Fax: 203-762-2108  
e:mail: aplsales@aplgroup.com  
www: <http://www.compnet.com>

ELOCO, Inc.  
Attn: Charlie Gitlitz  
Federal EDI Desk  
90 Main Mast Circle  
New Castle, NH 03854-0204  
Phone: 516-924-1796  
Fax: 516-924-1894  
e:mail: edi@elo.net  
www: <http://www.eloco.com>

GE Information Systems (GEIS)  
Attn: Pete Culican  
401 North Washington Street  
Rockville, MD 20850-1785  
Phone: 800-742-4852 opt. 1,2  
or 301-340-4236  
Fax: 301-517-3967  
e:mail: peter.culican@geis.ge.com  
www: <http://www.geis.com>

Harbinger Corporation  
Government Sales Department  
1055 Lenox Park Blvd.  
Atlanta, GA 30319  
Phone: 800-819-0171  
Fax: 404-841-4399  
e:mail: govtmsg@harbinger.com  
www: <http://www.harbinger.com>

L.E. Pernell and Associates (LEPA)  
Attn: Lillian Pernell  
13017 Artesia Blvd., Suite D104  
Cerritos, CA 90703  
Phone: 562-483-8161  
Fax: 562-483-8163  
e:mail: lepedi@earthlink.net  
www: <http://www.edi-lepa.com>

DATAMATIX  
Attn: Tim McKee  
215 West Church Road  
King of Prussia, PA 19406  
Phone: 800-859-3426  
Fax: 610-354-9500  
e:mail: sales@dmx.com  
www: <http://www.dmx.com>

GAP Instrument Corporation  
Attn: James Edwardson  
Federal VAN/EDI Service Center  
100 Horse Block Road  
Long Island, NY 11980-9504  
Phone: 516-924-1700  
Fax: 516-924-1799  
e:mail: edi@gap.net  
www: <http://www.gap.net>

GPAS, Inc.  
Attn: Sue Rogers  
Govt. Procurement Assist. Svc.  
201 Commack Road  
Commack, NY 11725  
Phone: 888-EDI-LINK or  
516-499-1077  
Fax: 516-493-0613  
e:mail: gpasales@gpas.com  
www: <http://www.gpas.com>

Intervan, Inc.  
Attn: Kevin Bishop  
325 Plus Park Blvd., Ste 101  
Nashville, TN 37217  
Phone: 888-246-1777 or  
615-777-1777  
Fax: 615-360-7716  
e:mail: sales@intervan.com  
www: <http://www.intervan.com>

Loren Data Corporation  
Gary Kopenick  
4640 Admiralty Way, Suite 430  
Marina Del Ray, CA 90292  
Phone: 310-827-7400  
Fax: 310-574-6840  
e:mail: info@ld.com  
www: <http://www.ld.com/>  
[wwedi.html](http://www.wedi.html)

Sales Opportunity Services,  
Inc. (SOS)  
Sales Department  
PO Box 951  
Altoona, PA 16603-0951  
Phone: 800-225-6853  
Fax: 814-949-3339  
e:mail: soswww@ibm.net  
www: <http://www.sossos.com>

Simplix  
Attn: Audrey Helou  
3780 Rochester Road, Suite 100  
Troy, MI 48083  
Phone: 800-Simplix/248-740-8150  
Fax: 248-740-8180  
e:mail: sales@edi.com  
www: <http://www.simplix.com>

Technology Management Programs,  
Inc.  
Attn: Bob Anderson  
PO Box 188063  
1725 Geranium Street  
Carlsbad, CA 92009  
Phone: 760-431-8133  
Fax: 760-431-2644  
e:mail: tec@rfqnet.com  
www: <http://www.rfqnet.com>

VANSAT  
Attn: Mark Morris  
12777 North Rockwell  
Oklahoma City, OK 73142  
Phone: 405-720-4745  
Fax: 405-728-3073  
e:mail: vansat@flash.net

Sidereal Corporation  
EDI Sales Department  
7426 Alban Station Blvd.,  
Suite A104  
Springfield, VA 22150  
Phone: 703-912-6200  
Fax: 703-912-6204  
e:mail: mhall@sidnet.com  
www: <http://www.sider.com>

Softshare  
EDI Sales Department  
2241 Stanwood Drive  
Santa Barbara, CA 93103  
Phone: 800-346-6703  
Fax: 805-882-2599  
e:mail: sales@sshare.com  
www: <http://www.sshare.com/Edi.html>

TPS, Inc.  
Attn: Richard Snyder  
385 Bell Marin Keys Blvd.  
Novato, CA 94949  
Phone: 800-346-6459  
Fax: 415-883-3754  
e:mail: tps@tpsedi.com

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- Internal Revenue Service personnel  
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